

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

National Procedure Checklist No. 1726

Field Office Distribution All directives are sent to BBS for State Offices and KCMO to access for local printing and distributing. To inquire about the transmission of directives, call the Directives Section at 202-690-0594.

National Office Distribution Notices are available on Internet. Handbooks are printed and distributed to the National Office.

Directives on Internet Notices are available on Internet at www.fsa.usda.gov/dam/msd/notices/fsa.htm.
Note: FAS and RMA employees replace "fsa" in the Internet address to access notices for their agency.

Temporary Directives Temporary directives issued since the last weekly checklist are listed in this table.

Short Reference and Effective Date	Title	For
AO-1179 12-16-98	COC Members With Longest Length of Service	State Offices
AO-1180 12-16-98	Retaining 1998 COC Election Material	State and County Offices
BU-546 12-15-98	January 1999 Interest Rate Changes for Agricultural Credit Insurance Fund (ACIF) Program	State and County Offices
CM-403 12-17-98	Creating Farm Records for Prior Year	State and County Offices
DAP-12 12-18-98	Crop Loss Disaster Assistance Program	State and County Offices
FI-2346 12-17-98	Transmission Schedule for Yearend Reporting	State and County Offices
FI-2347 12-21-98	1998 Calendar Yearend Reminder Related to Farm Loan Program Payment Activity	State and County Offices

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**Temporary
Directives
(Continued)**

Short Reference and Effective Date	Title	For
IRM-289 12-21-98	Maintenance of and Returning Defective FAX Machines	FSA, FAS, except Overseas Offices, and RMA, except Compliance Field Offices and RSO's
PF-105 12-21-98	1998 PFC Payment Reduction Report (PF-4R)	State and County Offices
PM-2094 12-17-98	1998 Annual Ethics Training	FFAS Employees, except CO Employees
PN-629 12-22-98	1999 Peanut Poundage Quotas	Peanut State and County Offices
TB-934 12-17-98	1999 Flue-Cured Tobacco Allotment, Quota, Farm Yield, and Reserve Acreage	Flue-Cured Tobacco State and County Offices and KCMO
TB-935 12-17-98	1999 Flue-Cured Tobacco Allotment, Quota, Farm Yield, and Reserve Acreage	Flue-Cured Tobacco State and County Offices and KCMO

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Permanent Directives

Permanent directives issued since the last weekly checklist are listed in this table.

Short Reference and Effective Date	Title	For
15-AO (Rev. 3) Amend. 16 12-18-98	County and Community Committee Elections	State and County Offices
17-PM (Rev. 2) Amend. 1 12-8-98	Leave Administration and Alternative Work Schedules	FAS, FSA, and RMA Offices
22-PM (Rev. 1) Amend. 87 12-15-98	County Office Personnel Management	State and County Offices

Procedure Notices

None

Obsolete Directives

Directives made obsolete since the last weekly checklist are listed in this table.

Short Reference	Date of Obsolescence	Made Obsolete By
IRM-288	12-21-98	IRM-289
TB-934	12-17-98	TB-935
17-PM (Rev. 1) FCIC 4630-6 3 FASR 61 3 FASR 63	12-8-98	17-PM (Rev.2) Amend. 1

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Prefix	Form No.	Edition Date	Form Title	Unit of Issue	Stocked By	Upload Date	Fillable	File Name	Used By	WDC Directives	File Code
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* The following form has been revised. Destroy old stock.

FFAS	0013	12-17-98	Metropolitan Transit Promotion Program MetroChek Application	MP/2 Head to Foot	RPL/WP	N/A	Y	FFAS0013.WPD	FSA and RMA in WDC	Notice AS-1985	N/A
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* The following form is new.

FFAS	0013-A	12-01-98	Metropolitan Transit Promotion Program MetroChek Certification	Sheet	RPL/WP	N/A	Y	FFAS0013A.WPD	FSA and RMA in WDC	N/A	N/A
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* The following form has been revised. Destroy old stock. Prices on this form are not effective until February 1, 1999.

FSA	0441-A	12-14-98	Prices for Aerial Photographic Reproductions (Prices Effective February 1, 1999)	MP/2 Head to Head	RPL/WP RPL/PDF	12-23-98	N	FSA0441A.WPD FSA0441A.PDF	APFO	1-AP, 2-INFO	
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* The following form has been reprinted. Order from "Stocked By" location. Tentative delivery date is 01-15-99.

FSA	0470	03-17-98	Tractor Feed Post Card for Metered Postage	Card	KC	N/A	N/A	N/A	Counties	1-PN, 2-PN(SCOAP), 5-AS	
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NOTE: Files saved in PDF format must be opened in Adobe Acrobat Reader 3.0 (or greater) to print. The freely available Acrobat Reader does not allow you to save your completed form to disk.

1/ Filing codes pertain only to State and County Offices.

12-23-98

National Procedure Checklist No. 1726 (Continued)

State Office The reports due in January are listed in this table.
Reports
Calendar

Due Date	Title	Directive Requiring Report
1-4-99	State Compliance Plan of Operation (PA-131R)	2-CP
1-5-99	Pre-Complaint Counseling (EEO) (EEO-11P)	19-PM
1-4-99	County Office Work Measurement Report - 1st Quarter (Work Measurement Counties)	12-AO
1-8-99	Cost-Share Requests Status Report (CEP-50R)	1-CONSV
1-8-99	Progress Report for ACP (ACP-305)(CEP-16R)	1-CONSV
1-8-99	Progress Report for ECP (ACP-305)(CEP-18R)	1-CONSV
1-8-99	Progress Report for RCWP (ACP-305)(CEP-25R)	1-CONSV
1-8-99	Progress Report for SIP (ACP-305)(CEP-46R)	1-CONSV
1-8-99	Progress Report for ECPHS (ACP-305)(CEP-52R)	1-CONSV
1-8-99	Progress Report for ECPHSF (ACP-305)(CEP-55R)	1-CONSV
1-8-99	Progress Report for ECPMWF (ACP-305)(CEP-56R)	1-CONSV
1-8-99	Progress Report for ECPMWF2 (ACP-305)(CEP-57R)	1-CONSV
1-11-99	Aerial Compliance Data Report (PA-115R)	2-CP
1-11-99	Crop Compliance Data Report (PA-118R)	2-CP
1-15-99	Report on Creditor Agency Offset Request (FM-592R)	58-FI
1-15-99	Livestock Feed Program, EFP and EFAP Program (ASCS-646) (EIP-54R)	8-DF
1-15-99	Contracts for Advisory and Assistance Service (MS-585R)	27-AS
1-15-99	RCWP Status Report (CEP-28R)	1-RCWP
1-23-99	Reconciliation of Peanut Basic and Effective Quota (PA-126 R)	1-PN
1-23-99	Publications or Audio-Visuals Report (FSA-460-1) (INFO-20 P)	1-INFO